

## What if I have questions about HIPAA?

If you have questions regarding HIPAA, you can contact the covered entity state agencies at the following telephone numbers:

Department of Conservation  
(573) 751-4115

Department of Elementary and Secondary Education  
(573) 526-2572

Department of Health and Senior Services  
(573) 751-6005

Department of Mental Health  
(573) 751-4122

Department of Social Services  
(573) 751-3229

Department of Transportation  
(573) 526-0138  
(877) 863-9406 (Toll free)

Missouri Consolidated Health Care Plan  
(800) 701-8881 (Toll free)  
(573) 751-8881

Missouri Veterans Commission  
(573) 581-1088 ext. 283

## Are there on-line resources available?

State Authorization Form  
[www.oa.mo.gov/gs/form/fm\\_index.shtml](http://www.oa.mo.gov/gs/form/fm_index.shtml)

U.S. Department of Health and Human Services' Privacy Rule  
[www.hhs.gov/ocr/hipaa](http://www.hhs.gov/ocr/hipaa)

Transactions and Code Sets Rule and the Security Rule  
[www.cms.hhs.gov/hipaa/](http://www.cms.hhs.gov/hipaa/)



### Missouri Department of Health and Senior Services

P.O. Box 570  
Jefferson City, MO 65102

Alternate forms of this publication for persons with disabilities may be obtained by contacting the Missouri Department of Health and Senior Services at (573) 751-6005

Hearing and speech impaired citizens telephone  
1-800-735-2966. VOICE: 1-800-735-2466.

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# HIPAA

*Keeping it Confidential*



**What Every  
Missouri Legislator  
Needs to Know**

In 1996, Congress passed the Health Insurance Portability and Accountability Act (HIPAA) to improve the health care system in the United States and to utilize efficiencies created through the use of electronic transactions. To implement the statute, the U.S. Department of Health and Human Services has published a series of rules including:

- **Privacy Rules** – governing the confidentiality of protected health information (compliance date April 2003)
- **Transactions and Code Set Rules** – governing the electronic transmission of health information and standardizing the billing codes for services (compliance date October 2003)
- **Security Rules** – governing the security and confidentiality of health information in electronic form (compliance date April 2005)
- **National Provider Identifier Rules**—establishing a system for uniquely identifying all providers of health care services, supplies and equipment (compliance date May 2007)

## Who do the HIPAA Rules Affect?

The HIPAA rules affect a variety of state departments and agencies. Those that must comply with the rules are known as “Covered Entities.” In Missouri, these “Covered Entities” include all or parts of:

- Department of Conservation
- Department of Elementary and Secondary Education
- Department of Health and Senior Services
- Department of Mental Health
- Department of Social Services
- Missouri Veterans Commission
- Missouri Consolidated Health Care Plan
- Department of Transportation

## Key HIPAA Terms

**Covered Entity**—a health plan, health care clearinghouse or health care provider that satisfies the criteria of the Act and must comply with the promulgated rules

**Protected Health Information (PHI)**—information relating to the client including, but not limited to, name, description of services, diagnosis, medication and eligibility

**Authorization**—a form containing elements required by the Privacy Rule, completed by the client and directing a covered entity to disclose specified health information to a third party

## How will HIPAA affect Missouri legislators directly?

One way that Missouri legislators might be affected by HIPAA is in the area of constituent services. For example, if a constituent asks you to look into the health care services they receive from a covered entity state agency, he or she may need to fill out a **HIPAA-compliant authorization form**. Without this authorization from the constituent, covered entity agencies may not be legally permitted to share protected health information about your constituent with you.

A statewide HIPAA-compliant authorization form is available at: [www.oa.mo.gov/gs/form/fm\\_index.shtml](http://www.oa.mo.gov/gs/form/fm_index.shtml)

You may also contact the agency for assistance in properly completing the authorization form.